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AGENDA  
VILLAGE BOARD MEETING  
COMMITTEE OF THE WHOLE MEETING  
AND EXECUTIVE SESSION  
THURSDAY, FEBRUARY 1, 2007 - 7:00 P.M.

REGULAR MEETING

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call

>> Bill Barlow, Anne Mareachen, Dale Freeman, Att'y

Trustees present: Christine Petitti, Rudy Czech, Joel Kunesh, Jack Bajor, Deb Birutis.

Trustees Levan and Bianco absent.

IV. Consent Agenda

>> Approved all items.

A. Payment of Bills

>> Withhold approval to Midwest Meters; there have been problems and Village is withholding payment until recitified

Approved as presented.

B. Approval of Minutes

1. Regular Village Board Meeting of January 18, 2007
2. Committee of the Whole Meeting of January 18, 2007

C. Approval of a temporary use application – Good Old Days Carnival to the Winfield Chamber of Commerce

V. Open Forum

A. Public Comments

>> Mark Christenson with Winfield LLC, the Town Center Building; The developers plan to close on the sale of the building. The developers have issued a letter of credit. The sale has been pending for 1 month; the sale was reported on Jan. 4; closing for Feb 7. The developers requested that Board approve a waiver of notice, which the developers described as a technical detail. At the next board meeting, there will be a discussion of how liability will be transferred for the TIF.

Mr. Freeman: The request for this waiver from Winfield LLC has not been presented correctly; and legally, the developer's request for a waiver is not correct, but the board has the authority to waive the notice requirement. The Winfield LLC attorney expressed his opinion that legal notice of the sale had been given. Bajor indicated that the developer's procedure/request was inconsistent with how the board operates; Petitti agreed.

Winfield LLC will be moving ahead with the sale and the agreement is not clear about "giving notice."

Heidi Vollmuth—The Village participates in Whistle Stop, a program that deals with emergency preparedness. A simulation program plans will be held Mar. 7-8; the speaker also reminded the board that extra hours will be required to prepare for this activity.

Two Boy Scouts attended; they are working on their civil merit badges.

#### VI. New Business

A. Emergency ordinance granting a reciprocal easement with Winfield, LLC – Post Office Property

>> As a result of the town center development, it was discovered that some lights and electrical outlets are located on Post Office property and not Winfield LLC property. There is a reciprocal agreement to provide access to the property and these items. The motion was approved as presented.

#### VII. Reports of General Business

A. Public Works Committee

1. Authorizing the execution of an agreement for the performance of civil engineering services associated with the 2007 Motor Fuel Tax Fund street maintenance program

>> Represents contract for maintenance of some streets and curbs. Approved.

B. Plan Commission

1. Pre-annexation agreement with DTA Sports Management, LLC, an Illinois Limited Liability Corporation and Specialized Real Estate Venture III, LLC (southeast corner of County Farm Road and St. Charles Road)

>> Mr. Barlow reported that the proposal to annex this property has not been signed. The developers have reported that they are moving forward and that the County has approved the developer's storm water management plan. Mr. Bajor asked about the recapture agreement. The original intent was to have sanitary sewers and water available for other new business. The Village will receive thousands of dollars in tap-in fees. This item will be back on the agenda for Feb. 15.

The village has funded infrastructure to facilitate business development, e.g., CVS. Sales tax money has been remanded to CVS because CVS paid for the sewer development.

C. Other

1. An ordinance amending Title Nine (9)-Building Construction by creation Chapter 7 – Abatement of Building Construction Nuisances

>>Petitti led the discussion; she noted that in the areas of new construction, neighbors would be notified about the construction. Approved as presented.

2. An ordinance amending the Rebecca Lane Recapture Agreement

>> Petitti led the discussion. A recapture agreement extended to 20 years, which will benefit developers. Approved as presented.

#### VII. Reports of Temporary Committees

>> The Gen. Winfield Scott committee has met (formally). The main run/walkway has been installed. Some plantings have been installed. Reports will continue to be provided to the board.

Fire sprinkler ad hoc committee. At next meeting, a draft ordinance will be discussed.

#### VIII. Pending Business

A. Review of Commercial Zoning Districts – Maximizing Sales Tax Generating Opportunities (Being researched)

B. Review of Status of Strategic Plan (Scheduled for review in new year)

C. General Development Plan - Key Development Areas 1a, 1b, and 2 (Plan Commission reviewed the matter at their 10/4/06 meeting; placed the matter on hold until more is known about the wishes of the property owners along St. Charles Road)

D. Marketing Brochure for the Community (Working on a draft)

E. St. Charles Road area annexation initiative (Staff is planning an information meeting for property owners at the Village Hall in the coming weeks)

F. Downtown Riverwalk Initiative (President has appointed members; will be meeting in the near future)

G. Illinois Affordable Housing (Staff will be presenting a plan in the near future)

H. Fire Sprinkler Regulations (a joint committee with the Fire District is being formed to study the matter)

I. Extension of Starcliff Planned Unit Development (postponed)

#### IX. Village Board Comments

>> Town Hall meetings kick off on Feb. 10 at 9 AM The topic will be Town Center development

Public Works meeting—Looked at public works garage and other issues. Water treatment/waste water treatment committee will be meeting.

#### X. Other Village Official's Reports and Comments

##### A. Village President

>> President Czech announced that a number of property owners have agreed to join the village in the marketing of land for Phase II for Town Center to achieve a business district. There are 19 acres—adjacent to the former Frank's grocery market and the current location of Winfield Fuel and Materials. There are a number of businesses that will be subject to Phase II. Potential new businesses could include cafes, delis, and possibly a grocery store. As a result, all residents will have a reason to visit town center.

On both sides of the track, these areas are key for redevelopment.

Bajor—is this a verbal agreement? Yes. There was a realization that the village's agreement with CDH was a reason to cooperate. The village will be working to market the development of Town Center II. Town Center needs a critical mass. The TIF has a limited life and to maximize its potential, a town center needs to be developed.

Bajor—relocation of existing business, e.g., Brach's. It depends on the individual businesses. Winfield Materials may be relocated in Winfield.

##### 1. Appointments to Boards and Commissions

###### a. Appointment of Cindy Boggs to the Environmental Concerns Commission

>> Appointment effective to Oct. 31, 2009; Approved unanimously.

##### B. Village Treasurer

##### C. Village Attorney

##### D. Village Manager

>> Water meter program; withhold payment to vendor. The Village has had more than 500 calls re: water bills primarily for two reasons (1) there has been a change in the way bills are rendered; and (2) installation of wrong equipment. With old equipment, there was a 2-month lag in usage and billing. With the new automated reading program, there were 105 days of usage, rather than 60 days usage. Wrong meters were installed in at least 58 accounts, and tests indicated that erroneous data were being transmitted because of incompatible electronic meter reading/transmission equipment. The vendors will appear before the board Feb 15.

##### E. Village Clerk

>> Clerk acknowledged the boy scouts.  
Adjourned meeting at 8:10 PM.

#### XI. Other Business

#### XII. Adjourn to Committee of the Whole

##### Committee of the Whole

##### I. Old Business -None

##### II. New Business

###### A. Finance Committee

###### 1. Audit Services-RFP review

>>The RFPs have been rec'd. Recommendations for the Finance Committee re: CPA firm Lauterbach and Amen.; had the lowest bid. Approved as presented.

###### 2. Discussion on proposed deposit account improvements

>> The Finance Committee has examined how deposits were managed; there was a need to maintain accounts to ensure payments to consultants and to ensure that costs were not charged to general tax payers' funds. The proposed ordinance will require parties to sign agreement to pay bills. Penalties could be added to deposit accounts. Will be presented for approval on Feb. 15.

###### B. Other

###### 1. Vicious and Dangerous Dog regulation

>>Postponed.

2. Acceptance of a proposal for economic development advisor services for Town Center Phase >> Kane, McKenna & Assoc. to perform services related to the development and redevelopment of parcels associated with Town Center Phase II proposal. The firm will serve as an advocate for the Village of Winfield.

Phase 1—Recommend specific strategies to enhance development opportunity throughout the TIF district; McKenna will help to pursue grants; will prepare a request for Qualifications for Developers and will work with developers; will follow up with developers and serve as a liaison to the Village; will work with property owners to relocate their businesses. Phase 1 will cost \$15--\$25,000—approx. 75-125 hours. This phase will identify all aspects of the properties that are available to be developed.

Phase II—The consultants will assist the village to evaluate development proposals, and provide assistance with negotiations; will work with the village to identify public financing strategies; will project anticipated revenues to be generated; Phase II completed in 3-4 months and will cost \$20-\$30,000;

Funds of \$113,000 from TIF to pay for Kane McKenna.

On agenda for the next meeting.

III. Requests for Future Committee of the Whole Agenda Items from the Trustees (Requests Require the Concurrence of at Least Two Members of the Village Board)

IV. Public Comments Adjourned at 8:45 PM

V. Village Board Comments

VI. Executive Session

Land Acquisition (5 ILCS 120/2c (5))

Pending Litigation (5 ILCS 120/2c (11))

VII. Adjournment